

# Director's Remarks, January 2011

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## Performance

As predicted, the increase in hours at the Northgate, Ooltewah/Collegedale and Eastgate Libraries has increased circulation. Northgate increased 1,667 over last year, Ooltewah/Collegedale 656 and Eastgate 295. The Main and South Chattanooga Libraries continue to lag slightly behind last year's circulation for the same time period.

Because of the increase of our on-line renewal of items, these totals compare favorably overall. Our fiscal year-to-date totals are running 20,000+ over the same time period last year. This increase may compensate for the lack of circulation during the two snow days in January when the library system has been closed.

## Reorganization & Downtown repairs

The roof over the Children's Department is well on its way to being repaired. Bad weather has slowed the completion of the work but the project should be finished in the next couple of weeks. However, the elevator has not gone out for bid. The engineer's specifications have been held up due to the holidays. I have been promised that the specifications will be ready early next week. In the meantime we are sprucing up what we can without benefit of elevator access to our fourth floor storage. Our Maintenance Department has been busy creating lower shelving for our first floor fiction area to give it a more open and spacious feel. Andria Davis has purchased window clings for the Main Library with funds from the Friends and is working with our volunteer decorators on the colors to paint the accent walls on each floor. All of our libraries will soon be getting new outdoor signs as well.

## Automation

Our migration to the Polaris Library Automation System will be complete mid-February. Initial staff training takes place the week of January 17 - 21. Once these staff members are trained, they will be responsible for training the rest of the staff. I have high hopes that the data transfer from our present system to Polaris will go smoothly. This transfer is crucial since it includes records of all of our 434,000+ cataloged items as well as our 104,000+ patron records. The transfer will begin February 3<sup>rd</sup> and should be completed by our "Go Live" date of February 9<sup>th</sup>. Because of the transfer, it will be necessary to close the library system to the public February 3 – February 8.

## Brainerd

Councilwoman Carol Berz recently made a visit to the Main Library to speak to David Turner, me and several other staff members about the Eastgate project. She encouraged both the staff and Library Board members to take an active part in these

plans. By Carol's request, I have been working with the Mike Lane, an architect from the Artech Firm, to provide him with specifications for the ideal branch.

### **Club Lib – Friends of the Public Library**

At the request of the current The Friends of the Library Executive Council and David Turner, Andria Davis has pursued the establishment of Club Lib as an independent 501 (c ) (3). The new organization, Club Lib – Friends of the Public Library, will continue to act as the primary fundraiser for special projects prioritized by library officials and community leaders. Since the establishment of Club Lib in 2006, committee volunteers have raised over \$300,000. Monies raised have improved and expanded Children's audio-visual and educational materials; established a teen center; funded a Senior Services Coordinator position and popular programs geared to this increasing population; and purchased digitization equipment to create electronic versions of rare Local History and Genealogy documents. Most recently volunteers helped raised enough money to completely renovate the Downtown Library's Children's Department.

### **Request for Board Approval**

I am requesting Board approval to make an annual payment to Lyasis for the amount of \$20,000. This is for our online cataloging service which is used by the Technical Services Department. This is a line item funded in our budget but since the amount is over \$10,000 the City of Chattanooga needs a separate board vote on record.

### **Your Interim Director**

Although I have worked at the library for many years, it has only been in recent years that I have become acquainted with members of the Library Board. I am honored that you have entrusted me with the operation of our library system during this interim period. David Turner has been very supportive in helping me overcome my initial apprehension over this great responsibility. I would like to submit to you my Library Career History as evidence that you have put your faith in an experienced and capable library leader. I will do my best for the library system, the library patrons that we serve, and the dedicated staff who provide this vital service.

Submitted by  
Eva M. Johnston  
Interim Director